

**CONWAY VILLAGE FIRE DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF THE MEETING
April 2, 2015**

Comm. Bean called the meeting to order at 3:32 p.m.

Commissioners Present at Start of Meeting:

Janine Bean
Michael DiGregorio
Joseph Quirk

Others Staff Members Present at the Start of the Meeting:

Fire Chief Stephen Solomon
Superintendent Gregg Quint
Bookkeeper Amy Snow
Office Receptionist Paula Abraham

Others Present:

Administrative Business

- Approval of A/P Manifest and checks dated April 2, 2015 – ***Moved by Comm. DiGregorio; seconded by Comm. Quirk;*** further discussion: Comm. DiGregorio asked if it was possible to make a note on the manifest to exclude him from signing the manifest and checks payable to FairPoint Communications and was advised that the manifest includes all payables. Chief Solomon stated that if there is a vote to abstain, it is still a vote in the affirmative. Comm. Bean advised that a conflict of interest is only concerning if you receive money, nothing else. We can make it so you don't sign; ***motion passed 3-0-0.***
- Approval of Weekly Payroll Manifest and checks for period ending March 29, 2015 – ***Moved by Comm. DiGregorio; seconded by Comm. Quirk; motion passed 3-0-0.***
- Approval of Quarterly Elected Officials Payroll Manifest and checks for period ending March 31, 2015 – ***Moved by Comm. DiGregorio; seconded by Comm. Quirk; motion passed 3-0-0.***
- Approval of Monthly Payroll Manifest and checks for period ending March 31, 2015 – ***Moved by Comm. DiGregorio; seconded by Comm. Quirk; motion passed 3-0-0.***
- Approval of the Minutes – Minutes of the March 26, 2015 Commissioner's meeting were reviewed prior to the meeting. ***Moved by Comm. DiGregorio to accept the minutes of March 26, 2015; seconded by Comm. Quirk; motion passed 3-0-0.***
- Time sheets for Superintendent Gregg Quint and (Fire) Chief Stephen Solomon were reviewed and signed by Comm. Bean.

Correspondence Items (F.Y.I)

- BOC folder was reviewed.

Emergency Services

- New Ambulance Purchase Contract – The formal quote from Global Emergency Services came in at \$98,400 for the purchase of a Chevy 4500 Duramax diesel with all paint, lettering and striped. They do not have a big long contract with lots of pages; all they need is for us to accept the quote and require 50% up front and 50% upon delivery and is looking to the Board to move to accept the quote. Still working on getting quotes for the stretcher; the first quote was \$16,400 which was rejected, the other company came in at \$11,900 and now have asked for the non-powered version of these stretchers which may come in somewhere between \$5K and \$7K. Comm. Bean next asked can't we use the one we have and was advised that the one we have is junk. All told we are somewhere around \$112K-113K total which is \$32K less than the amount we can spend. Discussion continued regarding the lettering and stretcher and what to do with old ambulance; *Moved by Comm. DiGregorio to approve the quote as recommended by Chief Solomon; seconded by Quirk; motion passed 3-0-0.*
- A draft letter (attached) addressed to NH State Congressmen was presented to the Board for review pertaining to ambulance billing which is asking to reverse the 2007 amendment. Discussion ensued.

Superintendent

- Met with Underwood Engineers today regarding West Main Street. Everything is going smooth; adding 4 new hydrants on West Main and one on North Rd. Comm. Bean next asked about the schedule and was advised that it will go out to bid the end of this month, the bid opening in May so probably start the end of May beginning of June. There is only one hard water issue left and hopefully that will go away this week.

New Business

- Ms. Snow advised that there will be two more bank signature cards coming for the two retainage accounts as they were not opened properly.

Old & Pending

- NH DOT Contract for Main Street – Comm. Bean reviewed the current version of the new project agreement which was reviewed by the Board. One of the changes was the concern that if we didn't get our funding then we are not obligated to do the project. They get the funding from Governors Council; we get the money from NH DES. We just received our authorization on that; they've increased that one so we have all we need from the State. Comm. Bean advised that she is comfortable with it and says that we need to sign it so that it can go on to the State and then on to the Governor's Council. Comm. Quirk stated that he is concerned about going forward with the project based on the voter input from that last meeting because they are concerned about the standards they are using on the construction. Comm. Bean stated that they are concerned on whether we were going to do cement or not and we already had the conversation that we will try to do it in cement. Comm. Quirk stated that we have 1.8M project and it would be nice if we can get this thing done right; personally he would like to see if we could get some conduit in. Comm. Bean responded that we are not doing conduit, it is not what the project is Joe! Comm. Quirk reiterated that he is concerned about the way the voters went. Comm. Bean stated that the vote that went was that we were to turn the sidewalks over to the Town; that was the only vote that went so don't start bringing up the conduit and all of that Streetscapes stuff because that is not what is discussed; we voted no on that and no means no; so

Streetscapes is done. Comm. Bean next asked if there was any further discussion on the agreement. Comm. DiGregorio stated he would like to start seeing spreadsheets to see how these projects when completed are going to affect us; I know that's separate from this and added that he is OK with this document and is OK going forward with what the voters asked us to do; however we need to move forward with the contract. Comm. Bean advised that we need to move forward with this project agreement because it needs to go to the Governor's Council now; if it doesn't get there this session it won't get there until next year and then the money goes away. If the Town of Conway taxpayers next year do not accept our sidewalks then we have to do the sidewalks. Ms. Snow stated that it is the timing that is killing us here; we should ask the Town to put in a warrant article to put more money in for sidewalks. Comm. Bean stated that this project starts June of this year because of the engineering. Discussion ensued. Comm. Quirk next asked Comm. DiGregorio if he thinks we should push this back a year and was advised no; but he is very worried about the debt. Chief Solomon added that the water main project was approved in 2006. Comm. DiGregorio next asked is it true that we could be paying \$400 a quarter and was advised that the engineers have always been really high. Comm. Bean advised that right now we are \$52.40 less than NCWP. Comm. Quirk stated that you have to understand that North Conway does cost shifting onto the businesses and so don't be deceived by more or less. Comm. Bean advised that we have some play on how we're going to figure this billing out. Discussion ensued. **Moved by Comm. DiGregorio to approve the Main Street NHDOT project agreement; seconded by Comm. Bean;** further discussion: Comm. DiGregorio stated that he understands Comm. Quirk's concerns and the number one goal would be to do what our voters asked us to do. Comm. Bean stated that we also lose our funding by NHDES in June. Chief Solomon stated that he suspects that if you don't sign this agreement now it will be given to somebody else. **Motion passed 2-1-0.** (Comm. Quirk voting no). Comm. Bean directed Ms. Abraham to contact David Mercier at Underwood Engineers to forward final version for signature.

There was discussion regarding the projected costs to the District when the switch is made to begin sending sewer to NCWP.

- Credit Card Policy Draft – Ms. Snow advised that the revisions were sent and have received other revisions back; the changes were reviewed as directed by the Board with the Board. **Moved by Comm. DiGregorio to adopt the Credit Card Policy as presented; seconded by Comm. Quirk; motion passed 3-0-0.**
- Building Security – Comm. DiGregorio asked if we've heard back from Pope Security and was advised that they are working on it; they have come back with a few scenarios. The discussion continued on the logistics on the setup of the system. Comm. Quirk next asked if there have been problems with people wandering around building and have there been anything missing and was advised yes; we've had some instances. It's not all the time but it comes up. Chief Solomon stated that he thinks the cameras will help more with that than the security system and added that it's hard because we want the public to come visit us. The Chief proceeded to draw a sketch of the building and explained to the Board the areas that need cameras and security coverage.

Other Business

- Comm. DiGregorio advised that the Selectmen have decided to lift the road ban off permanently on West Main Street and down Hobbs Street down to Colbath. He next asked the if there is some baseball thing going in next to Tee Enterprises was advised by the Chief that no one has requested or received any approval.
- Comm. Bean advised that she had a conversation with Paul D. regarding engineering review on projects that are coming before us; Paul D. has been right along doing reviews for North Conway; he called to offer to work with David Mercier to facilitate these projects; it will move the process along a little faster; they have to go through the Town so they know what's coming up so he may as well be in the loop. Comm. DiGregorio stated that he agrees and supports Paul D. being in the loop of anything we do right now. Chief Solomon stated that it makes perfect sense because he has to look at the roads and the drainage for all of that anyway.

Public Comment

- There was no public comment.

Future Dates

- Board of Commissioners meeting – Comm. DiGregorio advised that there is a possibility that he may have to go to northern Maine for 3 weeks and expects to hear something in another week or so; it's tentative so don't let it affect the schedule. The discussion on meeting schedule continued. The next meeting will be:
 - Thursday, April 16 at 3:30 p.m. at the District Office.

Without objection, the meeting was adjourned at 5:07 p.m.

Respectfully Submitted,
Paula Abraham
Office Receptionist